

CABINET

Quarter 1 Corporate Performance Monitoring Report 6th September 2011

Joint Report of the Leader of the Council and Finance Portfolio Holder

PURPOSE OF REPORT				
To present the corporate performance report for the 1 st Quarter of the Performance Review Team Cycle for 2011/12.				
Key Decision		Non-Key Decision		Referral from Cabinet Member
				✓
Date Included in Forward Plan	N/A			
This report is public				

RECOMMENDATIONS OF LEADER OF THE COUNCIL

- (1) That the report be noted.

REPORT

1. The first quarter Performance Review Team (PRT) meetings with individual Cabinet members were held between Friday 22nd July and Thursday 28th July 2011. These were presented by Service Heads covering each portfolio area and related corporate priority. One further meeting is scheduled for 10th August 2011.
2. Members will be aware that following approval by the Corporate Management Team a revised PRT process was used in Quarter 1 for the first time. Reports considered by individual Cabinet members included a RAG (Red, Amber and Green) reporting system indicating service delivery and programmes/projects performance. These reports set out achievements against key areas of work and any difficulties being experienced and/or expected to facilitate a focussed discussion on progress and any actions needed to get delivery back on track.
3. Cabinet Members were also provided with a financial report covering their portfolio and service area for Quarter 1 with reasons for any variances and actions being taken to address these being highlighted.
4. The *Corporate Performance Review* report was considered by the Leader of the Council on 5th August 2011. This report (See **Appendix A**) is attached providing a summary of **significant issues only**. Specifically these are separate documents incorporating:
 - o An exception report indicating service delivery performance for each portfolio area and related corporate priority considered to be '*Significantly behind target*' for delivery (Red status); and

- An exception report of individual programmes/projects that have a Red status indicating that they are considered to be significantly behind time; cost and/or need significant action to realise benefits and/or mitigate risks.
5. The *Corporate Financial Monitoring and Treasury Management Progress Reports* have also been considered by the Leader and Finance Portfolio Holder (Councillor Bryning). These are attached as **Appendices B and C** respectively.
 6. As a result of the meeting with the Leader an Action Plan was produced, setting out the *Key Actions Agreed* at the Leader's PRT meeting. This is included at **Appendix D** together with information on any progress to date.
 7. Since the meeting with the Leader, however, Officers have highlighted a further issue and this is now brought to Members' attention by Officers:
 - A partial collapse of a section of the lower steps below the Ashton Memorial has necessitated some urgent technical support to be commissioned. This is to inform what works are needed and any associated options; in the meantime the steps have been blocked off to prevent public access. A separate report is being produced on this matter, but for now Cabinet is requested to note that structural engineering and stone mason costs totalling £6,200 have been committed to date. Whilst no specific budget exists, the provisions within Financial Regulations have been relied upon (to allow expenditure to be incurred where there is the threat of major structural damage etc). Specific financing will be addressed in the separate report but in the interim, it is assumed that other underspendings in this year will be used to cover the technical support costs incurred. Council will also need to be informed of the position, as required under Financial Regulations, and this is in hand.

CONCLUSION

8. The council's Performance Management Framework requires the regular reporting of operational and financial performance to Cabinet as part of the Performance Review Team cycle of meetings. The Corporate PRT report provides a summary of key issues and associated actions that have arisen in the quarter and have been escalated to the Leader of the Council for attention.
9. To date, from the actions arising there are no new key issues presented, other than Ashton Memorial steps. In finance terms, it is expected that significant staffing savings should be identifiable for both current and future financial years, driven predominantly by efficiencies. These will be needed in any event to offset other budgetary pressures highlighted, as well as to help achieve existing savings targets.
10. With the experience of Quarter 1 the revised PRT process will be reviewed so that any lessons can be learned to improve the process further.

RELATIONSHIP TO POLICY FRAMEWORK

This report is a requirement of the council's Performance Management Framework (in support of the Council achieving its key tasks and objectives as reflected in its policy framework).

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None arising from this report

LEGAL IMPLICATIONS

None arising from this report

FINANCIAL IMPLICATIONS

As set out in the report and appendices.

OTHER RESOURCE IMPLICATIONS

Human Resources / Information Services / Property / Open Spaces:

As set out in the report and appendices.

SECTION 151 OFFICER'S COMMENTS

The s151 Officer's comments are reflected within the report and appendices.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments

BACKGROUND PAPERS

Performance Review Team Reports

Contact Officer: Performance - Bob Bailey,
Corporate Planning and Performance
Manager, Finance – Andrew Clarke,
Accountancy Services Manager
Telephone: 01524 582018 / 582138
E-mail: rbailey@lancaster.gov.uk
aclarke@lancaster.gov.uk
Ref: PRT 2011 Qtr 1

**CORPORATE PERFORMANCE REVIEW REPORT
LEADER OF THE COUNCIL: COUNCILLOR EILEEN BLAMIRE**

PRT Quarter 1 meeting		Date of Leaders PRT meeting: Friday 5 th August 2011 at 10.00am in Chief Executives office			
Portfolio Holder	Portfolio Area(s)	Key Service Actions	Success Measures		Achievements and/or difficulties identified (significant ongoing issues and or forecasted risks)
			Description	R/A/G Status	
Cllr Janice Hanson	Chatsworth Gardens	Investigate alternative funding streams	New funding streams found.	R	Options report for housing regeneration being prepared
	Bold Street/ Marlborough Road	Investigate alternative funding streams	New funding Streams found	R	
	Affordable Housing	Investigate alternative funding streams. Support provision	Affordable homes built with council support	R	

**CORPORATE PERFORMANCE REVIEW – PROGRAMMES AND PROJECTS
LEADER OF THE COUNCIL: COUNCILLOR EILEEN BLAMIRE**

Key Programmes/Projects	Lead Officer	Performance				Risk	
		Time (R/A/G)	Cost (R/A/G)	Benefit s (R/A/G)	Comments	Risk (R/A/G)	Comments
Luneside East compensation	Andrew Dobson Regen & Policy	A	A	A	One claim to Lands tribunal arising out of CPO still outstanding	6	Land tribunal to determine compensation following hearing w/c 3 October - council has assembled a specialist team
Luneside East regeneration project	Andrew Dobson Regen & Policy	A	A	A	Delayed due to recession. Cost associated with site security and maintenance	6	A revised building agreement has now been signed with the developer
Adactus Top Up Grants	Andrew Dobson Regen & Policy	R	A	R	Funding issues	6	All mitigating steps now being taken
Vacant Shop Funds	Richard Tulej Community Engagement	R	G	A	Proposals for Morecambe have taken some time to develop leading to delay	4	Relatively low risks to the council re external funding - managed via normal internal processes